

## **MINUTES-OCTOBER 12, 2010**

### **BOROUGH OF PALMYRA**

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#### **CALL TO ORDER**

#### **ROLL CALL:**

Present: Mayor Gural, President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross, Mr. Dorworth and Steve Schwering (student rep.).

Absent: Mr. Bostock.

#### **OPEN PUBLIC MEETINGS STATEMENT**

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Borough Clerk in the following manner:

- A. Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 5, 2010.
- B. Mailing written notice to the NewsWeekly, the Burlington County Times, and the Courier Post Newspaper on January 5, 2010.
- C. Notice to All Council Members.

Mayor Gural expressed Borough Council best wishes for a speedy recovery to Gretchen Meyers on her recent illness and condolences to Richard Greco on the lost of his son. Borough Council wished Elmer Bostock a Happy 87th Birthday.

APPROVAL OF MINUTES. Mr. Norcross made a motion to approve the minutes of October 4, 2010, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

ABSTAIN: President Dobbs.

## **PROFESSIONAL UPDATES.**

Harry Fox, Land Engineering gave council an update on the energy audit report. The contractor, Hutchinson is part of Direct Install from the state and the state will pay 60% of the cost to upgrade the lights, the Boroughs cost would be 40%. The Borough would see a return in their investment in the electric bills. Mr. Fox explained that there is also another grant ARROW for \$20,000 to cover the Boroughs 40% share if awarded. The boiler or generator is not covered under the grant. Mr. Norcross inquired if the lights in each office would be on a sensor to turn off, if no one is in the office? Mr. Fox explained that the grant only upgrades what is already in place. Mr. Scott inquired if the windows were covered by the grant. Mr. Fox explained that only the mechanical part of the existing windows. Mayor Gural explained that there is money set aside for the HVAC system. The Borough needs to pick what items they want to replace and Mr. Fox will notify the contractor and send the information to the state for approval. The Borough pays the 40% at the conclusion of the program. Mr. Fox explained that the contractor has not done an inventory of the firehouse yet. Mayor Gural discussed that the first priority is Borough Hall and then the firehouse. Mr. Norcross inquired as to how long to start the HVAC system? Mr. Fox replied that it will start shortly since the energy audit is complete.

Resolution 2010-157, Resolution Authorizing Land Engineering To Proceed On Energy Audit Findings. Mr. Norcross made a motion to approve the resolution, President Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None. Mr. Fox will proceed according to the presentation to council and subject to the programs requirements.

## **ORDINANCE ON SECOND READING.**

**A.** Ordinance 2010-16, Ordinance Amending Ordinance 2010-6, To Include and To Delete Various Properties To Schedules A and B. (Block 76-Lot 3). Mr. Rosenberg explained that this ordinance removes one property from Schedule A to Schedule B for the BID (block 76, lot 3). Ms. Scheffler made a motion to open the ordinance for a public hearing, Mr. Norcross second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, Ms. Scheffler made a motion to close the public hearing, Mr. Norcross second the motion. All members present voted in favor of the motion. President Dobbs made

a motion to adopt the ordinance on second and final reading, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None. The ordinance was adopted on second and final reading and will take effect after publication according to law.

**B.** Ordinance 2010-17, Ordinance To Determine The Rates Of Compensation Of Each Officer And Employee Of The Borough Of Palmyra. Mr. Norcross made a motion to open the ordinance for a public hearing, Ms. Scheffler second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, Ms. Scheffler made a motion to close the public hearing, President Dobbs second the motion. All members present voted in favor of the motion. Mr. Norcross made a motion to adopt the ordinance on second and final reading, Mr. Dorworth second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None. The ordinance was adopted on second and final reading and will take effect after publication according to law.

#### **NEW BUSINESS.**

**A.** Resolution 2010-149 Resolution Requesting Approval of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 NJ State Police-Cert trailer Equipment & Supply. (Chapter 159). Mr. Norcross made a motion to approve the resolution, Mr. Dorworth second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**B.** Resolution 2010-150, Resolution Authorizing Approval of Bills. Mr. Dorworth made a motion to approve the resolution, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**C.** Resolution 2010-151, Resolution Authorizing Mayor To Sign Shared Services Agreement

Between The Board of Chosen Freeholders of Burlington County And The Borough Of Palmyra. (Central communications). Mr. Norcross made a motion to approve the resolution, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**D.** Resolution 2010-152, Resolution For Park Development Project. Mayor Gural explained that this would be for active recreational program with funding from the county. Mayor Gural discussed that the first priority is the Ethel B. Hardy Park and then the park at the Riverfront. President Dobbs made a motion to approve the resolution, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**E.** Resolution 2010-153, Resolution Of The Borough of Palmyra Approving A Contract Change

Order For South Broad Street Diagonal Parking and Shared Use Bikeway. Ms. Scheffler made a motion to approve the resolution, Mr. Norcross second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**F.** Resolution 2010-154, Resolution Of The Borough of Palmyra Approving A Contract Change

Order For Third, Race and Second Street. President Dobbs made a motion to approve the resolution, Mr. Norcross second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

**G.** Resolution 2010-155, Resolution For Plumbing Inspector. Mayor Gural inquired about the

length of term of the appointment. Mr. Rosenberg explained that he did some research and that council may appoint temporarily for 60 days and that at the end of 60 days council would have to make a permanent appointment. Mr. Rosenberg discussed that council has the option of giving the existing contractor 60 days notice and hiring a temporary until the first of the year. Mr. Norcross inquired if the contractor could be given notice until November 1st and a new employee start? Mr. Rosenberg replied that some notice should be given to the current contractor. Mrs. Kilmer explained that the Borough would receive the fees for the permits if they hired an employee to do the inspections instead of a contractor. Mrs. Kilmer also discussed that Mr. Carbone, who has applied for the position would be glad to meet with council for an interview. President Dobbs inquired if DCA has to be notified before council hires anyone. Mayor Gural requested that BIU be notified that they are no longer needed by the Borough as of November 1st, 2010 and request that Mr. Carbone attend the November 1st council meeting. Mrs. Kilmer explained that council did not approve or sign the temporary renewal of the contract with BIU.

**H. Resolution 2010-156, Resolution Appointing A Special Officer For The Borough of Palmyra**

Police Department. Chief Pearlman explained that he would like to use John Quigg on court days as a Class II officer. Mayor Gural explained that the budget was approved for four Class II officers so this appointment will not add to the police budget. President Dobbs made a motion to approve the resolution, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

Municipal Court-Council held a discussion on the overcrowding at the last court session. Chief Pearlman explained that he had talked with the court administrator about the overcrowding and that they were going to attempt only the person scheduled for court in the court room. Mr. Rosenberg explained that court is open to the public and that you can not stop someone from attending. Ms. Scheffler discussed that she is concerned if someone is in the hallway and they do not hear their name called. Chief Pearlman explained that some on the problem is that people are scheduled at different times and sometimes the sessions overflow into the next one. Ms. Scheffler inquired if the Borough is committed to one court day a month. Mr. Rosenberg explained that it is the Judge's decision when to hold court. Mr. Norcross explained that the court should not be collecting the fees downstairs. They should use the violation window outside the court room that was designed for Riverton. Mayor Gural

requested that the matter be discussed with the court administrator and requested that the public safety committee meet with the court office. Mayor Gural would like to have the Judge attend the next council meeting on the issue.

I. Appointment of Administrator-Mayor Gural discussed that Ms. Scheffler and the administration committee needs to have a meeting to discuss the position. Mayor Gural would like to appoint Barbara Sheipe until the end of the year, while the budget is reviewed and the committee meets. Mr. Scott inquired as to the reason a permanent appointment is not being made. Mayor Gural explained that it needs to be address with budget issues and Ms. Scheffler explained that she is not comfortable at this time with a permanent appointment. Resolution 2010-158, Resolution Appointing An Interim Administrator. President Dobbs made a motion to appoint Barbara A. Sheipe as acting administrator until December 31, 2010, Ms. Scheffler second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Ms. Scheffler, Mr. Scott, Mr. Norcross and Mr. Dorworth.

NAYES: None.

#### **PUBLIC COMMENTS.**

Ms. Scheffler made a motion to open the meeting for public comments, President Dobbs second the motion. All members present voted in favor of the motion.

Mr. Fratto-Broad Street discussed that if the administrator position is high priority for the Borough, council needs to prioritize a list for next years budget so that things are trim down in order of priority.

No one else from the public wishing to be heard, Mr. Dorworth made a motion to close the public portion, Mr. Norcross second the motion. All members present voted in favor of the motion.

Resolution 2010-159, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975(negotiations, litiagation, contracts). Mr. Scheffler made a motion to approve the resolution, Mr. Dorworth second the motion. All members present voted in favor of the motion. Council went into executive session at 8:00 pm. Council returned to public session at 8:40pm.

#### **Adjournment.**

Mr. Dorworth made a motion to adjourn at 8:45 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.